

**City of Dundee
City Council Meeting Minutes
February 6, 2024**

CALL TO ORDER

Mayor David Russ called the meeting to order at 7:00 P.M.

COUNCIL AND STAFF ATTENDANCE

Mayor David Russ; City Council President Storr Nelson; and City Councilors David Hinson, Bruce Starr and Jeannette Adlong. Absent: Councilor Tim Weaver and David Ford.

Staff Attendance: Steve Dahl, City Administrator; Chuck Simpson, Public Works Superintendent; Jared Nunley, Wastewater Treatment Operator; Matthew Kahl, City Attorney; Greg Reid, City Engineer; Melissa Lemen, Administrative Assistant; Melody Osborne, Administrative Assistant; and Kenzie Nagel, Administrative Assistant / Assistant City Recorder.

Public Attendance:

Jeff Kosmicki, Police Chief and Leo Keelan, Chaplain, Newberg-Dundee Police. Alex Chiper, 520 SW Fifth Street; Brad Byrd, 985 SE Edwards Drive; and Michael Lester, 1291 SW Myrtle Street.

AGENDA CHANGES

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

Action: To approve the Consent Agenda

- 4.1 City Council Minutes, November 7, 2023**
- 4.2 City Council Minutes, December 5, 2023**
- 4.3 Fire Department Report – January 2024**
- 4.4 Financial Report Ending December 31, 2023**
- 4.4 Business License Approval for Short-Term Rental**

Motion: C. Adlong

Second: C. Hinson

C. Hinson inquired about whether the short-term rental would be required to go through a land use process to which C.A. Dahl explained it does not.

Vote: Unanimous in favor.

OLD BUSINESS:

PRESENTATION BY POLICE CHIEF KOSMICKI

Chief of Police, Jeff Kosmicki introduced himself. Chief Kosmicki then provided an update on the Department and the usage of bodycams and other new technology. The presentation items included:

- Body Cams: Durable for the rain; automatically turn on if an officer draws their pistol or turns their taser on.
- Drones: There are three pilots currently; benefits of utilizing them in the field discussed in detail, including safety features.
- Body cams, drones and K9 team can all synchronize.
- A robot was gifted, military grade, officers are learning how to use it.
- Newberg School District added a new resource officer who will be available to all schools.

Leo Keelan, Department Chaplain, introduced himself and discussed that he is part of the PEER Program that helps the public and police officers pertaining to mental health, any crisis, or events.

ORDINANCE 585-2024, INCREASING THE CITY'S PUBLIC CONTRACTING LIMITS

C.A. Dahl briefly reviewed the details of the proposed ordinance.

ACTION: Motion to approve Ordinance 585-2024, an ordinance amending Chapter 3.12 of Dundee Municipal Code to update contracting rules.

Motion: C. Hinson

Second: C. Adlong

Vote: Unanimous in favor

UPDATE ON 9TH STREET AND ELECTRICITY ON LIGHT POLES

C.E. Reid discussed and reviewed the details of his memo on page 64 of the meeting agenda packet. C.E. Reid explained that currently, PGE will be reviewing the electrical designs, which includes the undergrounding for one of the poles on east side of Alder Street. 9th Street will also include the underground that will connect to that east side Alder Street pole, which will eliminate any need for trees to be taken down. C.E. Reid explained that because of the recent weather inclinations, PGE is behind in getting these designs reviewed. He then acknowledged a preconstruction meeting will be taking place during the upcoming week with Comcast and PGE in hopes of getting a completion date set.

C.E. Reid discussed with Council the option of having decorative lights or ornamentation on each of the poles; there would need to be an additional outlet for each pole. The consensus of Council was to provide support for the addition of the electrical outlets to maintain a cohesive look throughout the entire town.

ACTION: Approve budget to add additional outlets to each pole at an additional cost of \$18,750.

Motion: C. Starr
Second: C. Nelson
Vote: Unanimous in favor

NEW BUSINESS:

ELECTRONIC PERMITTING REQUIREMENTS FOR BUILDING PERMITS

C.A. Dahl explained that Melody Osborne, Administrative Assistant, has been researching different options for completing permitting electronically as the current system is not set up for that presently. Osborne approached Council and discussed that after extensive research, she felt that Caselle provides the best program option for the city to utilize to assist with data entry of permits. Additional benefits were discussed. C. Hinson voiced curiosity about what other cities utilize for their system, what works and doesn't work. Osborne explained that because of the wide variety of systems available, everyone's adaptability may be different. The council briefly discussed the addition of a technology fee. The consensus of the Council was to support the addition of this fee. C.A. Dahl explained that Caselle is the system that the city currently uses with good success and the city would be adding a new module. Additional discussion ensued and the consensus of Council was to support Caselle though C. Starr indicated he would like to complete more research before making a final decision.

OVERFLOW OF WASTEWATER TREATMENT PLANT

C.A Dahl expressed the issue at the wastewater treatment plant where there was more water than the treatment plant could handle and overflowed. He provided the knowledge from Public Works Superintendent; Chuck Simpson and WWTP Operator; Jared Nunley for preventing any future reoccurrences. Simpson explained that because of heavy rainfall from December and the winter storm being back-to-back, the plant remained full. C. Adlong expressed concern about the lagoon capacity and inquired about whether the addition of another lagoon would be helpful for the future. Superintendent Simpson discussed that due to the construction of the bypass, the other half of the original lagoon was decommissioned and can no longer be utilized. It was noted that the cost of building another lagoon would be time and material.

APPROVAL OF CONTRACT WITH MWVCOG FOR BACK-UP PLANNING SERVICES

C.A. Dahl reviewed the details of his meeting agenda report outlining the contract with MWVCOG.

ACTION: Motion to approve contract with MWVCOG for back-up planning services as needed

Motion: C. Starr
Second: C. Nelson
Vote: Unanimous in favor.

COUNCIL CONCERNS AND COMMITTEE REPORTS

C. Adlong expressed concerns about the improper use of land near the reservoir. She discussed that constant parked cars and placement of wood could get in the way of Public Works employees if they needed to get through. C. Nelson suggested placement of a gate to create proper space. M. Russ pointed out the lack of security to get to the reservoir through the cemetery. He proposed getting bids on obtaining better security for the water facilities.

MAYOR'S REPORT

None.

CITY ADMINISTRATOR'S REPORT

- C.A. Dahl discussed that he met with real estate agents regarding the elementary school property.
- C.A. Dahl noted that the Parks Committee meeting will be held Wednesday night (tomorrow) for updates on the tipsu pallach park restroom, leaf shelter and water feature.
- C.A. Dahl discussed that there will be a special Tourista meeting on Friday morning, which will be a hybrid meeting held at the fire station community room with a Zoom option.
- C.A. Dahl discussed that the City of Dundee was granted \$5,000 to create an ordinance in response to the recent changes in recreational immunity laws.

PUBLIC COMMENT

Brad Bird approached Council, introduced himself, and voiced concern about his high-water bill in November of 2023. He explained that this also occurred the previous year in 2022, just in the month of November. Bird explained that he spoke with his neighbors who did not have a spike in their bill. He noted that his December bill went back down to the normal monthly amount. It was noted that during the months of May through October irrigation rates are in effect; customers may notice an increase on their November bills. M. Russ assured Bird that staff will research his concerns.

The meeting was adjourned at 8:39 P.M.



Storr Nelson, Council President

Attest:



Steve Dahl, City Administrator/Recorder